

CHAPLIN BOARD OF FINANCE
***** SPECIAL MEETING AGENDA *****
Monday, March 10, 2025 – 6:00 PM * TOWN HALL *****
NOTE: THIS MEETING WILL BE HELD IN PERSON ONLY

Documents for this meeting can be found by following this web browser navigation path:

www.chaplinct.org> Select Meeting Date from Event Calendar >Select ‘Board of Finance Meeting’>Select ‘Board of Finance Meeting Documents’>Select ‘0-BOF Meeting Documents Folder’>Select ‘Meeting-2025.03.10.Special’

1. **Call to order by Chairperson.**
2. **Introduction of BOF Members, Alternates, and Guests.**
3. **Seating of Alternates.**
4. **First Audience for Citizens. (Note: Limited to THREE minutes per speaker & subject to Chair discretion).**
5. **Guests: Budget Presentations.**
 - a. **Budgets from invited agencies.**
 - 1) **Mr. Gene Boomer, Registrar and Ms. Shari Smith, Town Clerk.**
 - 2) **Mr. Juan Roman III with the Chaplin Board of Selectmen Budget Presentation:**
 - 1) Review and discussion of Board of Selectmen proposed budgets for FY 2025-26.
 - 2) Review selected Board of Selectmen FY 2024-25 financial reports for March (any accounts over budget).
 - c. Budgets from other invited agencies.
6. **Additions or changes to the agenda. None permitted.**
7. **Reports:**
 - a. Board Member reports (limited to 5 minutes each):
 - 1) Selectmen’s monthly meeting: R. Weingart.
 - 2) FY 2023-24 Annual Report: P. Haines & J. Rufini
 - a) Consider and act on approval of FY 2023-24 Annual Report.
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 24-25); identify issues for follow up.
 - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 24-25); identify questions for follow up.
 - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 24-25); identify questions for follow up.
8. **Approval of Minutes.**
 - a. Regular/Special meeting(s): March 3, 2025.
9. **Correspondence.**
10. **Budget Workshop for FY 2025-26.**
 - a. Review updated FY 2025-26 budget calendar.
 - b. Continue review of PRELIMINARY FY 2026-30 CIP Plan and determine potential available funding.
 - c. Continue review of FY 2025-26 CES AND RSD11 preliminary budgets and identify questions for BOE.
 - d. Review of updated DRAFT FY 2025-26 State and local revenue estimates.
 - e. Review of FY 2025-26 DRAFT Chaplin assessment percentage for RSD11 budget.
 - f. Review of FY 2025-26 General Fund budgets, parameters, and schedule.
 - g. Discuss Potential BOF CIP meeting with Fire Department, Public Works, or Chaplin Elementary School.
 - h. Other necessary budget business.
11. **Old/New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Consider and act on the FY 2024-25 mill rate differential (0.25 mills) funds transfer to a Restricted General Fund account.
 - c. Review action items from previous meetings – see minutes.
 - d. Review and update BOF Annual Activity/Project Calendar – FYs 2023-24 & 2024-25.
12. **Continuing Business.**
 - a. Review Board goals and policies for FY 2024-25. **All items moved to Follow Up section of meeting minutes.**
13. **Second Audience for Citizens. (Note: THREE min. per speaker. Agenda items only & subject to Chair discretion.)**
14. **Agenda suggestions for next Regular/Special meeting:**
 - a. **Special meeting(s):** Budget workshop agenda.
 - 1) Board of Education budget presentation.
 - 2) Potential agency budget presentations.
15. **Time and place of next Regular/Special Meetings.**
 - a. **Thursday, March 13, 2025: CIP Committee Meeting @ 6:30 p.m. (Senior Center)**
 - b. **Monday, March 17, 2025: Special Meeting @ 6:00 pm (Senior Center) – Board of Education budget presentation.**
 - c. **Monday, March 24, 2025: Special Meeting @ 6:00 pm (Town Hall) – Budget review.**
 - d. **Monday, March 31, 2025: Special Meeting @ 6:00 pm (Town Hall) – Budget review.**
16. **Adjourn.** Submitted by: Richard G. Weingart, Chair